

COMPREHENSIVE ANNUAL FINANCIAL REPORT

TOWNSHIP OF CONWAY

LIVINGSTON COUNTY, MICHIGAN

MARCH 31, 2004

AUDITING PROCEDURES REPORT

Issued under P.A. 2 of 1968, as amended. Filing is mandatory.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name CONWAY	County LIVINGSTON
Audit Date 3-31-04	Opinion Date 6-16-04	Date Accountant Report Submitted to State: 7-20-04	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- | | |
|---|---|
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements. |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980). |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended). |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act. |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]). |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit. |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year). |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241). |
| <input type="checkbox"/> yes <input checked="" type="checkbox"/> no | 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95). |

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.			X
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

Certified Public Accountant (Firm Name) JAMES M. IRELAND, P.C.			
Street Address 6920 S. CEDAR ST., SUITE #3	City LAUSING	State MI	ZIP 48911-6924
Accountant Signature James M. Ireland, CPA			

TOWNSHIP OF CONWAY

TOWNSHIP BOARD

Dennis Kreeger	-	Supervisor
Chester Dietrich	-	Clerk
Kathy DeMarais	-	Treasurer
Lawrence Parsons	-	Trustee
Eric West	-	Trustee

TOWNSHIP OF CONWAY
LIVINGSTON COUNTY, MICHIGAN

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JAMES M. IRELAND, P.C.
CERTIFIED PUBLIC ACCOUNTANT
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Independent Auditor's Report

Members of the Township Board
Township of Conway
Livingston County, Michigan

Boardmembers:

I have audited the accompanying general purpose financial statements of the Township of Conway as of and for the year ended March 31, 2004, as listed in the table of contents. These general purpose financial statements are the responsibility of the township's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Township of Conway as of March 31, 2004, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the combined financial statements taken as a whole. The combining, individual fund and account group financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the combined financial statements of the Township of Conway. The information has been subjected to the auditing procedures applied in the examination of the combined financial statements and, in my opinion, is fairly stated in all material respects in relation to the combined financial statements taken as a whole.

James M. Ireland, P.C.
Certified Public Accountant

June 16, 2004

TOWNSHIP OF CONWAY

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

March 31, 2004

With Comparative Totals for March 31, 2003

	Governmental Fund Type	Proprietary Fund Type	Fiduciary Fund Type	Account Group
	General	Internal Service	Trust and Agency	General Fixed Assets
<u>Assets</u>				
Cash	\$ 329,577	\$ 105,718	\$ 198,917	\$ -
Investments	-	-	2,150	-
Receivables:				
Taxes	18,750	-	-	-
Interest	-	-	5	-
Due from other funds	195,906	-	-	-
Fixed assets	-	-	-	-
				571,403
<u>Total Assets</u>	<u>\$ 544,233</u>	<u>\$ 105,718</u>	<u>\$ 201,072</u>	<u>\$ 571,403</u>
<u>Liabilities</u>				
Accounts payable	\$ -	\$ 94,241	\$ -	\$ -
Due to other funds	-	-	195,906	-
Performance deposits	1,983	-	-	-
				-
Total Liabilities	1,983	94,241	195,906	-
<u>Fund Equity</u>				
Investment in general fixed assets	-	-	-	571,403
Fund balance:				
Reserved	-	11,477	5,166	-
Unreserved	542,250	-	-	-
				-
Total Fund Equity	542,250	11,477	5,166	571,403
<u>Total Liabilities and Fund Equity</u>	<u>\$ 544,233</u>	<u>\$ 105,718</u>	<u>\$ 201,072</u>	<u>\$ 571,403</u>

See accompanying notes to financial statements.

Totals (Memorandum Only)	
3/31/04	3/31/03
\$ 634,212	\$ 1,030,915
2,150	2,150
18,750	26,634
5	8
195,906	675
571,403	69,957
<u>\$ 1,422,426</u>	<u>\$ 1,130,339</u>
\$ 94,241	\$ -
195,906	675
1,983	3,363
292,130	4,038
571,403	69,957
16,643	538,956
542,250	517,388
<u>1,130,296</u>	<u>1,126,301</u>
<u>\$ 1,422,426</u>	<u>\$ 1,130,339</u>

TOWNSHIP OF CONWAY
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND

Year Ended March 31, 2004
With Comparative Totals for March 31, 2003

	3/31/04		Variance- Favorable (Unfavorable)	3/31/03 Actual
	Budget	Actual		
<u>Revenues:</u>				
Taxes	\$ 286,600	\$ 214,002	\$ (72,598)	\$ 308,682
Licenses and permits	7,500	7,840	340	7,305
State grants	185,000	190,039	5,039	207,278
Charges for services	21,973	8,260	(13,713)	13,176
Miscellaneous	6,900	7,189	289	8,743
Total Revenues	507,973	427,330	(80,643)	545,184
<u>Expenditures:</u>				
Legislative	12,500	5,329	7,171	9,068
General government	121,100	85,954	35,146	82,339
Public safety	47,000	57,937	(10,937)	31,507
Public works	277,500	218,683	58,817	203,742
Culture and recreation	15,500	15,118	382	7,487
Other functions	15,000	15,764	(764)	13,014
Capital outlay	5,000	3,704	1,296	-
Total Expenditures	493,600	402,489	91,111	347,157
Excess (Deficiency) of Revenues over Expenditures	14,373	24,841	10,468	198,027
<u>Other Sources (Uses)</u>				
Transfer from (to) other funds	(30,000)	21	30,021	(119,914)
Excess (Deficiency) of Revenues and Other Sources over Expenditures and other Uses	(15,627)	24,862	40,489	78,113
Fund Balance, April 1	517,388	517,388	-	439,275
Fund Balances, March 31	\$ 501,761	\$ 542,250	\$ 40,489	\$ 517,388

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY

COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
FUND EQUITY - ALL PROPRIETARY FUND TYPES
AND SIMILAR TRUST FUNDS

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	Proprietary Fund Type Internal Service	Fiduciary Fund Type Nonexpend- able Trust	Totals 3/31/04	Totals 3/31/03
<u>Operating Revenues:</u>				
Charges for services	\$ -	\$ -	\$ -	\$ 600
Interest	234	28	262	11,967
Total Operating Revenues	234	28	262	12,567
<u>Operating Expenses:</u>				
Capital outlay	522,554	-	522,554	-
Operating Income (Loss)	(522,320)	28	(522,292)	12,567
Other Revenues (Expenses):				
Transfers from other funds	-	-	-	120,000
Transfer to other funds	-	(21)	(21)	(86)
Total Other Revenues (Expenses)	-	(21)	(21)	119,914
Net Income (Loss)	(522,320)	7	(522,313)	132,481
Fund Equity, April 1	533,797	5,159	538,956	406,475
<u>Fund Equity, March 31</u>	<u>\$ 11,477</u>	<u>\$ 5,166</u>	<u>\$ 16,643</u>	<u>\$ 538,956</u>

See accompanying notes to financial statements

TOWNSHIP OF CONWAY

COMBINED STATEMENT OF CASH FLOWS
ALL PROPRIETARY FUND TYPES AND SIMILAR TRUST FUNDS

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	Proprietary Fund Type Internal Service	Fiduciary Fund Type Nonexpend- able Trust	Totals 3/31/04	Totals 3/31/03
<u>Operating Activities</u>				
Net income (loss)	\$ (522,320)	\$ 7	\$ (522,313)	\$ 132,481
Adjustments to reconcile net income to cash provided by operating activities:				
Changes in receivables and payables:				
Interest receivable	94,241	3	94,244	2
Net Cash Provided by (used in) Operating Activities	(428,079)	10	(428,069)	132,483
<u>Investing Activities</u>				
Investments cashed (Purchased)	(94,174)	-	(94,174)	390,511
Net Increase (Decrease) in Cash	(522,253)	10	(522,243)	522,994
Cash at Beginning of Year	533,797	3,001	536,798	13,804
<u>Cash at End of Year</u>	<u>\$ 11,544</u>	<u>\$ 3,011</u>	<u>\$ 14,555</u>	<u>\$ 536,798</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
NOTES TO FINANCIAL STATEMENTS

March 31, 2004

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

In accordance with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 14 "The Financial Reporting Entity", these financial statements present the Township of Conway and its component units. The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included.

Basis of Presentation

The accounts of the government are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements. Account groups are a reporting device to account for certain assets and liabilities of the governmental funds not recorded directly in those funds.

The financial activities of the Township of Conway are recorded in separate funds and account groups, categorized as follows:

GOVERNMENTAL FUNDS

General Fund

This fund is used to account for all financial resources except those provided for in another fund. Revenues are primarily derived from property taxes, State and Federal aid, and charges for services to provide for the administration and operation of: (1) general governmental departments, boards and commissions; (2) law enforcement; and (3) health, welfare and medical assistance. The fund includes the general operating expenditures of the local unit.

Proprietary Funds

Internal Service Funds - Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the township, or to other governments, on a cost-reimbursement basis.

TOWNSHIP OF CONWAY
NOTES TO FINANCIAL STATEMENTS

March 31, 2004

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

FIDUCIARY FUNDS

Trust and Agency Funds

These funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds (c) Pension Trust Fund; and (d) Agency Funds.

ACCOUNT GROUPS

General Fixed Assets Account Group

This Account Group presents the fixed assets of the local unit utilized in its general operations (nonproprietary fixed assets).

Fixed assets used in the general operation of the township are recorded as expenditures when purchased and are accounted for in the General Fixed Assets Account Group. No depreciation is recorded for these general fixed assets. Infrastructure assets, including roads, bridges, drains, curbs, and gutters are not capitalized.

CASH, CASH EQUIVALENTS, AND INVESTMENTS

For purposes of the statement of cash flows, demand deposits and short-term investments with a maturity date of three months or less when acquired are considered to be cash equivalents.

Investments are stated at cost.

BASIS OF ACCOUNTING

The modified accrual basis of accounting is used by all Governmental Funds, Agency Funds and Expendable Trust Funds. Revenue and other sources are recognized in the accounting period in which they become susceptible to accrual--that is when they become both measurable and available to finance expenditures of the fiscal period. Expenditures are recognized when the related liability is incurred. Modifications from the accrual basis are as follows:

- a. Property tax revenue is recognized in accordance with MCGAA Statement 3:

Properties are assessed and liened as of December 31 and their related property taxes are billed on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county delinquent tax rolls.

TOWNSHIP OF CONWAY
NOTES TO FINANCIAL STATEMENTS

March 31, 2004

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

BASIS OF ACCOUNTING (cont'd)

- b. Payments for inventoriable types of supplies are recorded as expenditures at the time of purchase.
- c. Normally, expenditures are not divided between years by the recording of prepaid expenses.

Budgets and Budgetary Accounting:

The Township follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to December 1, the Supervisor submits to the Board a proposed operating budget for the fiscal year commencing the following April 1. The operating budget includes proposed expenditures and the means of financing them. The budgets are adopted to the activity level.
2. Public hearings are conducted at the Township hall to obtain taxpayer comments.
3. Prior to February 1, the budget is legally enacted through passage of a resolution.
4. Budgets for the governmental fund types and the expendable trust funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).
5. Budgeted amounts are as originally adopted, or as amended by the Township Board.

Comparative Data:

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the Township's financial position and operations.

Investments:

Investments are stated at cost.

Property Tax and Delinquent Taxes Receivable

Taxes are levied for the Township on December 1. The Township bills and collects its own property taxes. Property taxes not paid to the Township treasurer by the final due date in March are turned over to the County treasurer. The County purchases the delinquent taxes of the Township and normally remits the taxes to the Township the following year. The taxes paid by the county are included as revenue on the Township's books at the preceding March 31 date.

TOWNSHIP OF CONWAY
NOTES TO FINANCIAL STATEMENTS

March 31, 2004

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Property Tax and Delinquent Taxes Receivable (cont'd)

The 2003 Taxable valuation of the Township totaled \$89,631,680, on which ad valorem taxes levied consisted of 2.1500 mills for operating purposes and road maintenance. These amounts are recognized in the general fund.

Delinquent Taxes Receivable

	<u>TAX</u>	<u>PTAF</u>	<u>TOTAL</u>
2003 Tax Levy	\$192,899	\$21,082	\$213,981
2003 Taxes Collected	<u>175,860</u>	<u>19,370</u>	<u>195,230</u>
2003 Taxes Uncollected	17,039	1,712	18,751
Delinquent Taxes Receivable, April 1	24,736	1,898	26,634
Delinquent Taxes Collected	<u>24,736</u>	<u>1,898</u>	<u>26,634</u>
Delinquent Taxes Receivable, March 31	<u>\$ 17,039</u>	<u>\$ 1,712</u>	<u>\$ 18,751</u>
<u>Summary by Year of Levy</u>			
2003	<u>\$ 17,039</u>	<u>\$ 1,712</u>	<u>\$ 18,751</u>

Total Columns on Combined Statements - Overview:

Total columns on the Combined Statements - Overview are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

BALANCE SHEET--CASH AND INVESTMENTS

Deposits are carried at cost. Deposits are in one financial institution in the name of Conway Township Treasurer. Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations.

TOWNSHIP OF CONWAY
NOTES TO FINANCIAL STATEMENTS

March 31, 2004

BALANCE SHEET--CASH AND INVESTMENTS

Investments can also be made in bonds, securities and other obligations of the United States, or an agency or instrumentality of the United States, which are guaranteed as to principal and interest by the United States, including securities issued by the Government National Mortgage Association; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the three highest classifications by not less than two standard rating services which mature not more than 270 days after the date of purchase and which involve no more than 50 percent of any one fund. Michigan law prohibits security in the form of collateral, surety bonds, or other forms for the deposit of public money. Attorney General's Opinion No. 6168 states that public funds may not be deposited in financial institutions located in states other than Michigan. The Township's deposits are in accordance with statutory authority.

The Governmental Accounting Standards Board (GASB) Statement No. 3 risk disclosure for deposits at year end are as follows:

<u>Deposits</u>	
Insured (FDIC)	\$267,851
Uninsured	<u>368,511</u>
Total Deposits	<u>\$636,362</u>

At year end, the balance sheet carrying amount of deposits was \$636,362.

FIXED ASSETS

	Balance 4/1/03	Additions	Deletions	Balance 3/31/04
Land	\$36,271	\$ -	\$ -	\$ 36,271
Building and improvements	23,654	522,554	23,654	522,554
Machinery and equipment	2,138	-	-	2,138
Office equipment and furniture	<u>7,894</u>	<u>3,704</u>	<u>1,158</u>	<u>10,440</u>
Totals	<u>\$69,957</u>	<u>\$526,258</u>	<u>\$24,812</u>	<u>\$571,403</u>

Interfund Receivables and Payables

Interfund receivables and payables as of March 31, 2004 are as follows:

	<u>Receivables</u>	<u>Payables</u>
General	\$195,906	\$ -
Current Tax Collection	-	<u>195,906</u>
<u>Totals</u>	<u>\$195,906</u>	<u>\$195,906</u>

TOWNSHIP OF CONWAY
GENERAL FUND

BALANCE SHEET

March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Assets</u>		
Cash in bank - checking	\$ 65,867.30	\$ 178,332.95
Cash in bank - savings and money market	261,726.07	311,745.55
Cash in bank - escrow	1,983.62	3,363.62
Delinquent taxes receivable	18,750.55	26,634.18
Due from tax fund	195,905.58	675.00
<u>Total Assets</u>	<u>\$ 544,233.12</u>	<u>\$ 520,751.30</u>
<u>Liabilities</u>		
Performance deposits	\$ 1,983.62	\$ 3,363.62
Fund Balance:		
Unreserved	542,249.50	517,387.68
<u>Total Liabilities and Fund Balance</u>	<u>\$ 544,233.12</u>	<u>\$ 520,751.30</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	3/31/04		Variance- Favorable (Unfavorable)	3/31/03 Actual
	Budget	Actual		
<u>Revenues</u>				
Taxes:				
Current property taxes		\$ 192,898.91		\$ 286,978.40
Excess of roll		19.09		-
Property tax administration fee		21,082.22		21,694.03
Penalties and interest		1.31		9.85
Total Taxes	\$ 286,599.86	214,001.53	\$ (72,598.33)	308,682.28
Licenses and permits:				
Permits and fees	7,500.00	7,840.00	340.00	7,305.00
State grants:				
State shared revenue	185,000.00	190,039.00	5,039.00	207,278.00
Charges for services:				
Collection fees		4,245.00		250.50
Grave openings		1,500.00		675.00
Sale of cemetery lots		200.00		-
Sale of trees		1,695.00		12,250.00
Land division fees		550.00		-
Sales - miscellaneous		70.00		-
Total Charges for services	21,972.68	8,260.00	(13,712.68)	13,175.50
Miscellaneous:				
Interest earned		5,755.67		6,645.51
Rents and royalties		1,310.00		1,435.00
Miscellaneous		123.79		662.63
Total Miscellaneous	6,900.00	7,189.46	289.46	8,743.14
<u>Total Revenues</u>	\$ 507,972.54	\$ 427,329.99	\$ (80,642.55)	\$ 545,183.92

TOWNSHIP OF CONWAY
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	3/31/04		Variance-	3/31/03
	Budget	Actual	Favorable (Unfavorable)	Actual
<u>Expenditures</u>				
Township board:				
Salaries		\$ 2,400.00		\$ 2,240.00
Office supplies and postage		123.05		342.00
Economic development donation		-		2,500.00
Printing and publishing		603.00		513.00
Membership and dues		1,631.63		1,491.38
Other		571.17		1,981.40
Total Township Board	\$ 12,500.00	5,328.85	\$ 7,171.15	9,067.78
Supervisor:				
Salaries		13,000.00		13,000.00
Office supplies		37.00		900.98
Tax roll		2,999.30		1,067.75
Printing and publishing		533.76		-
Other		52.40		-
Total Supervisor	16,000.00	16,622.46	(622.46)	14,968.73
Elections:				
Salaries		-		1,155.00
Supplies		183.34		180.32
Printing and publishing		-		105.51
Total Election	7,500.00	183.34	7,316.66	1,440.83
<u>Forward</u>	\$ 36,000.00	\$ 22,134.65	\$ 13,865.35	\$ 25,477.34

TOWNSHIP OF CONWAY
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	3/31/04		Variance- Favorable (Unfavorable)	3/31/03 Actual
	Budget	Actual		
<u>Forwarded</u>	\$ 36,000.00	\$ 22,134.65	\$ 13,865.35	\$ 25,477.34
<u>Expenditures</u> (cont'd)				
Assessor:				
Contracted services		14,400.00		14,200.00
Miscellaneous		-		-
Total Assessor	15,600.00	14,400.00	1,200.00	14,200.00
Attorney:				
Professional services	6,000.00	4,826.50	1,173.50	4,438.80
Audit:				
Professional services	2,000.00	1,950.00	50.00	1,800.00
Clerk:				
Salaries		16,500.00		17,164.00
Supplies and postage		289.36		1,346.12
Total Clerk	19,500.00	16,789.36	2,710.64	18,510.12
Board of Review:				
Salaries		960.00		1,380.00
Printing and publishing		60.00		90.00
Total Board of Review	2,000.00	1,020.00	980.00	1,470.00
<u>Forward</u>	\$ 81,100.00	\$ 61,120.51	\$ 19,979.49	\$ 65,896.26

TOWNSHIP OF CONWAY
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	3/31/04		Variance- Favorable (Unfavorable)	3/31/03 Actual
	Budget	Actual		
<u>Forwarded</u>	\$ 81,100.00	\$ 61,120.51	\$ 19,979.49	\$ 65,896.26
Treasurer:				
Salaries		13,000.00		13,000.00
Office supplies and postage		2,405.00		2,075.87
Other		824.96		-
Total Treasurer	16,500.00	16,229.96	270.04	15,075.87
Hall and grounds:				
Supplies		1,810.59		-
Software support		420.00		400.00
Telephone		897.83		1,165.73
Utilities		2,844.75		2,236.78
Repairs and maintenance		2,479.00		2,097.91
Total Hall and Grounds	30,000.00	8,452.17	21,547.83	5,900.42
Cemetery:				
Contracted services	6,000.00	5,480.00	520.00	4,535.00
Fire:				
Contracted services	35,000.00	48,895.80	(13,895.80)	22,472.02
Planning and zoning				
Salaries		8,815.00		8,040.00
Office supplies and postage		-		43.00
Contracted services		-		598.00
Printing and publishing		226.00		353.96
Total Planning and Zoning	12,000.00	9,041.00	2,959.00	9,034.96
<u>Forward</u>	\$ 180,600.00	\$ 149,219.44	\$ 31,380.56	\$ 122,914.53

TOWNSHIP OF CONWAY
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	3/31/04		Variance- Favorable (Unfavorable)	3/31/03 Actual
	Budget	Actual		
<u>Forwarded</u>	\$ 180,600.00	\$ 149,219.44	\$ 31,380.56	\$ 122,914.53
<u>Expenditures (cont'd)</u>				
Drain at large:				
County drain tax	35,000.00	23,204.11	11,795.89	32,995.43
Highway and streets:				
Contracted services	240,000.00	195,478.74	44,521.26	170,746.73
Sanitation:				
Spring cleanup	2,500.00	-	2,500.00	-
Parks and recreation:				
Contribution	15,500.00	15,118.18	381.82	7,487.20
Other functions:				
Insurance and bonds		11,581.00		8,820.00
Employer's portion of FICA		4,183.46		4,193.76
Total Other Functions	15,000.00	15,764.46	(764.46)	13,013.76
Capital outlay:				
Hall furniture	5,000.00	3,704.11	1,295.89	-
Total Expenditures	493,600.00	402,489.04	91,110.96	347,157.65
Excess (Deficiency) of Revenues over Expenditures	\$ 14,372.54	\$ 24,840.95	\$ 10,468.41	\$ 198,026.27

TOWNSHIP OF CONWAY
GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

Year Ended March 31, 2004
With Comparative Totals for Year Ended March 31, 2003

	3/31/04		Variance- Favorable (Unfavorable)	3/31/03 Actual
	Budget	Actual		
<u>Other Sources (Uses)</u>				
Contribution from cemetery fund	\$ -	\$ 20.87	\$ 20.87	\$ 86.36
Contribution to improvement fund	(30,000.00)	-	30,000.00	(120,000.00)
Total Other Sources (Uses)	(30,000.00)	20.87	30,020.87	(119,913.64)
Excess (Deficiency) of Revenues and Other Sources over Expenditures and other Uses	(15,627.46)	24,861.82	40,489.28	78,112.63
Fund Balance, April 1	517,387.68	517,387.68	-	439,275.05
<u>Fund Balance, March 31</u>	<u>\$ 501,760.22</u>	<u>\$ 542,249.50</u>	<u>\$ 40,489.28</u>	<u>\$ 517,387.68</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
IMPROVEMENT FUND

BALANCE SHEET

March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Assets</u>		
Cash in bank - savings and money market	\$ 11,544.44	\$ 533,796.69
Certificates of deposit	94,173.77	-
<u>Total Assets</u>	<u>\$ 105,718.21</u>	<u>\$ 533,796.69</u>
<u>Liabilities</u>		
Construction accounts payable	\$ 94,241.31	\$ -
<u>Fund balance</u>		
Reserved for improvements	11,476.90	533,796.69
<u>Total Liabilities and Fund Balance</u>	<u>\$ 105,718.21</u>	<u>\$ 533,796.69</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
IMPROVEMENT FUND

STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE

Years Ended March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Revenues</u>		
Interest earned	\$ 233.76	\$ 11,864.51
<u>Expenditures</u>		
Townhall construction	<u>522,553.55</u>	<u>-</u>
Excess (Deficiency) of Revenues over Expenditures	(522,319.79)	11,864.51
<u>Other Sources</u>		
Transfer from General Fund	<u>-</u>	<u>120,000.00</u>
Excess (Deficiency) of Revenues and Other Sources over Expenditures	(522,319.79)	131,864.51
Fund Balance, April 1	<u>533,796.69</u>	<u>401,932.18</u>
<u>Fund Balance, March 31</u>	<u>\$ 11,476.90</u>	<u>\$ 533,796.69</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
IMPROVEMENT FUND

STATEMENT OF CASH FLOWS

Years ended March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Operating Activities</u>		
Excess (Deficiency) of revenues and other sources over expenditures	\$ (522,319.79)	\$ 131,864.51
Adjustments to reconcile net income to cash provided by operating activities:		
Changes in receivables and payables:		
Accounts payable	<u>94,241.31</u>	<u>-</u>
Net Cash Provided by (used in) Operating Activities	(428,078.48)	131,864.51
<u>Investing Activities</u>		
(Increase) Decrease of certificates of deposit	<u>(94,173.77)</u>	<u>390,511.31</u>
Net Increase (Decrease in Cash)	(522,252.25)	522,375.82
Cash at Beginning of Year	<u>533,796.69</u>	<u>11,420.87</u>
<u>Cash at End of Year</u>	<u>\$ 11,544.44</u>	<u>\$ 533,796.69</u>
See accompanying notes to financial statements		

TOWNSHIP OF CONWAY
FIDUCIARY FUNDS

COMBINING BALANCE SHEET

March 31, 2004 and 2003

	Cemetery Trust Fund	Agency Funds	Totals	
			3/31/04	3/31/03
<u>Assets</u>				
Cash	\$ 3,011.38	\$ 195,905.58	\$ 198,916.96	\$ 3,676.62
Certificates of deposit	2,150.00	-	2,150.00	2,150.00
Interest receivable	5.00	-	5.00	7.70
<u>Total Assets</u>	<u>\$ 5,166.38</u>	<u>\$ 195,905.58</u>	<u>\$ 201,071.96</u>	<u>\$ 5,834.32</u>
<u>Liabilities</u>				
Due to general fund	\$ -	\$ 195,905.58	\$ 195,905.58	\$ 675.00
Due to other governmental units	-	-	-	-
<u>Total Liabilities</u>	<u>-</u>	<u>195,905.58</u>	<u>195,905.58</u>	<u>675.00</u>
<u>Fund Balances</u>				
Reserved for perpetual care	5,166.38	-	5,166.38	5,159.32
<u>Total Liabilities and Fund Equity</u>	<u>\$ 5,166.38</u>	<u>\$ 195,905.58</u>	<u>\$ 201,071.96</u>	<u>\$ 5,834.32</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
CEMETERY TRUST FUND

BALANCE SHEET

March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Assets</u>		
Cash in bank - savings	\$ 3,011.38	\$ 3,001.62
Certificates of deposit	2,150.00	2,150.00
Interest receivable	5.00	7.70
<u>Total Assets</u>	<u>\$ 5,166.38</u>	<u>\$ 5,159.32</u>
<u>Fund Balance</u>		
Reserved	<u>\$ 5,166.38</u>	<u>\$ 5,159.32</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
CEMETERY TRUST FUND

STATEMENTS OF REVENUES, EXPENSES AND
CHANGES IN FUND BALANCE

Years Ended March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Operating Revenues</u>		
Interest earned	\$ 27.93	\$ 102.53
Perpetual care - lot sales	<u>-</u>	<u>600.00</u>
Total Operating Revenues	27.93	702.53
<u>Other Uses</u>		
Transfer to general fund	<u>20.87</u>	<u>86.36</u>
Net Income	7.06	616.17
Fund Balance, April 1	<u>5,159.32</u>	<u>4,543.15</u>
<u>Fund Balance, March 31</u>	<u><u>\$ 5,166.38</u></u>	<u><u>\$ 5,159.32</u></u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
CEMETERY TRUST FUND

STATEMENT OF CASH FLOWS

Years ended March 31, 2004 and 2003

	<u>3/31/04</u>	<u>3/31/03</u>
<u>Operating Activities</u>		
Net income	\$ 7.06	\$ 616.17
Adjustments to reconcile net income to cash provided by operating activities:		
Changes in receivables and payables:		
Interest	<u>2.70</u>	<u>2.30</u>
Net Cash Provided by Operating Activities	9.76	618.47
<u>Investing Activities</u>		
Certificates of deposit cashed	<u>-</u>	<u>-</u>
Net Increase in Cash	9.76	618.47
Cash at Beginning of Year	<u>3,001.62</u>	<u>2,383.15</u>
<u>Cash at End of Year</u>	<u>\$ 3,011.38</u>	<u>\$ 3,001.62</u>

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY

STATEMENT OF CHANGES IN ASSETS AND
LIABILITIES - AGENCY FUND

Year Ended March 31, 2004

	Balance 4/1/03	Additions	Deductions	Balance 3/31/04
<u>Current Tax Collection Fund</u>				
Assets:				
Cash	\$ 675.00	\$1,988,020.29	\$1,792,789.71	\$ 195,905.58
Liabilities:				
Due to State	\$ -	\$ 428,523.17	\$ 428,523.17	\$ -
Due to county	-	397,442.26	397,442.26	-
Due to schools	-	929,426.53	929,426.53	-
Due to General Fund	675.00	200,142.69	4,912.11	195,905.58
Due to library	-	32,485.64	32,485.64	-
<u>Total Liabilities</u>	\$ 675.00	\$1,988,020.29	\$1,792,789.71	\$ 195,905.58

See accompanying notes to financial statements.

TOWNSHIP OF CONWAY
CURRENT TAX COLLECTION FUND

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Year Ended March 31, 2004

<u>Balance, April 1</u>		\$ 675.00
<u>Receipts</u>		
Current property taxes	\$1,964,351.96	
Tax administration fees	19,370.73	
Delinquent personal property taxes	1,761.90	
Interest earned on investments	504.38	
Dog licenses	1,420.00	
Interest on summer taxes	611.32	
	<u>1,988,020.29</u>	
Total Receipts		<u>1,988,020.29</u>
Total Receipts and Balance, April 1		1,988,695.29
<u>Disbursements</u>		
State of Michigan	428,523.17	
Livingston county	397,442.26	
Fowlerville schools	666,658.01	
Morrice schools	6,257.66	
Webberville schools	25,270.62	
Byron schools	6,783.31	
Ingham intermediate schools	18,477.22	
Livingston intermediate schools	183,141.18	
Shiawassee intermediate schools	11,077.29	
Lansing Community College	11,761.24	
General fund	4,912.11	
Fowlerville district library	32,485.64	
	<u>1,792,789.71</u>	
Total Disbursements		<u>1,792,789.71</u>
<u>Balance, March 31</u>		<u>\$ 195,905.58</u>

See accompanying notes to financial statements.